

EBF LUSTUM COMMITTEE



CHAIRMAN:

- Is responsible for general coordination
- Lead weekly meetings and prepare agendas
- Monitor deadlines
- Has a supporting and facilitating role

TREASURER:

- Is responsible for the budget
- Is responsible for the financial processes

EVENT DIRECTOR I:

- Coordinate logistics
- Contact partners and locations
- Work closely with the Commercial Relations

EVENT DIRECTOR II:

- Coordinate logistics
- Contact partners and locations
- Work closely with the Public Relations

MORE QUESTIONS? MAIL US AT INFO@EBFGRONINGEN.NL!

EBF CONFERENCE EXECUTIVE BOARD



COMMERCIAL RELATIONS

- Is responsible for acquiring companies and sponsoring
- Is responsible for maintaining contact with the companies and accompanying them.

PUBLIC RELATIONS:

- Responsible for the overall design, promotion and marketing of the EBF Lustrum
- Create promotional materials
- Manage the EBF Lustrum Social Media
- Maintain the overall branding of the EBF Lustrum

SECRETARY / EVENT DIRECTOR III:

- Maintain all in- and outgoing communication
- Manage all documentation
- Maintain communication structures
- Ensure an effective planning and execution alongside the Event Directors

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